

Public Documents Highlights



May 1983
No. 59 (GP 3.27:59)

10th Anniversary of Council

Isacco Elected Chairperson; Only One Resolution Not Unanimously Passed In Variety Of Actions



New chair for the Depository Library Council is Jeanne Isacco, second from left. Other top officials are (left to right): Steven D. Zink, chair of the Government Operations Committee; Sarah K. Peterson, vice chair of the Council; Sandra K. Faull, chair of the Depository Library Committee, and Richard H. Nicoles, secretary of the Council. Not pictured is Janet Swanbeck, chair of the Bibliographic Committee.

Jeanne Isacco, from North Texas State University Library in Denton, is the 1983-84 chairperson of the Depository Library Council to the Public Printer. She was elected during the 10th anniversary meeting of the Council held April 27-29 at the Sheraton National Hotel just outside of Washington, D.C.

Isacco, who had been vice-chair, succeeds Anne Watts. Elected to succeed Isacco is Sandra K. Peterson from the Earl Gregg Swem Library at The College of William

and Mary at Williamsburg, Va. The new secretary is Richard H. Nicoles from the California State Library at Sacramento.

New committee chairpersons are:

Depository Library Systems—Sandra K. Faull of the New Mexico State Library at Santa Fe;

Bibliographic Control—Janet Swanbeck of the Texas A&M Library at College Station; and

Government Operations—Steve D. Zink of the University of Nevada Library at Reno.

The fall meeting of the Council tentatively is scheduled for October 5-7 in the Wash-

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Highlights is 10 in May

This month marks the 10th anniversary of *Public Documents Highlights*.

The first issue began "... as a result of a recommendation by the newly created Public Printer's Advisory Council on Depository Libraries." The Council, *Highlights* reported, consisted of 14 members and "... replaces an earlier constituted body ... which never conducted formal meetings."

Members, in alphabetical order, included: D. Clifton Brock, Jr., University of North Carolina; Carper W. Buckley, former Superintendent of Documents; Eileen D. Cooke, American Library Association; Clifford P. Crowers, Free Library of Philadelphia; Carolyn Else, Pierce County (Washington) Library System; Maryellen T. Hall, Oklahoma Department of Libraries; Bernadine E. Hoduski, USEPA, Kansas City; Charles G. LaHood, Library of Congress; Katherine Laich, University of Southern California; Margaret T. Lane, Office of the Secretary of State of Louisiana; Jean E. Lowrie, Western Michigan University; Ralph E. McCoy, Southern Illinois University; Peter J. Paulson, University of the State of New York; and Catherine J. Reynolds, University of Colorado.

The Council did not select anyone to chair the group at its first meeting. That session concentrated on micropublishing and the roles that would be played by the Government Printing Office and the Superintendent of Documents in the development of its use.

Highlights also noted the growth of GPO Bookstores, with a total of 26 expected to be opened. Also, it noted that Documents hired 28 new workers in the first week of March, with 87 more expected to be employed.

(*Highlights* will look back over the decade from time to time.)

Task Force Recommends 10% Cuts In Documents Prices and Costs

Public Printer Danford L. Sawyer, Jr. has endorsed the recommendations of a task force he appointed last fall to develop improved methods of pricing and distributing Federal publications.

Sawyer told a press conference that these recommendations will make more information more accessible to the American public in a more cost-efficient way.

The recommendations call for:

- A new pricing formula to be applied to publications offered for sale after October 1. The formula will apply to small publications, low demand and small quantity titles and hard copy publications reproduced on demand from microfiche.

- A 10 percent reduction of cost elements for all new publications or subscriptions offered for sale between now and October 1. This also applies to subscriptions scheduled for repricing before October 1.

- The use of actual commercial printing and binding rates, or the best estimate

available, in establishing the sales price of publications produced by contractors. When publications are produced internally, in-house rates will be used.

- A new reprint policy starting October 1 calling for the Government Printing Office to bear the costs of reprints if they are ordered within 6 months after the Superintendent of Documents has purchased the publication for sale. After 6 months, the publishing agency will bear the costs. There will be flexibility for specific exemptions.

- Adoption of a policy that hard copy publications will be available for sale over an 18-month cycle. Once priced and in inventory, these publications will keep their prices until sold or declared excess.

- Endorsement of the concept of matching sales price with size of publication.

- Experimenting with having contractors fulfill orders for selected subscriptions as a

possible cost-effective alternative to internal operations.

- Approval of the Joint Committee on Printing for GPO to acquire equipment needed to produce hard copy on demand from microfiche. The conversion of 90 percent of all Government publications to microfiche for the Depository Library and International Exchange Programs makes it possible to offer many more titles to the public. Nearly 90 percent of all agency publications printed through the GPO currently are not selected for the sales program because of limited sales potential. Many publications in hard copy are removed from inventory because of lack of sales. Because of these factors, it is felt that microfiche on demand is a useful alternative for individual requests that could not otherwise be fulfilled.

Other Programs

The recommendations of the task force complement other programs now being developed in the Documents area. (See separate story elsewhere in *Highlights*.)

Public Printer Sawyer noted there has been a cumulative \$20 million loss in the sales program during the past three fiscal years prior to Fiscal Year 1981. However, he pointed out, he has taken a number of actions which have resulted in the GPO sales program recording nearly \$5 million more in revenue than expenses for Fiscal Year 1982. These included:

- Raising prices on specified publications to reflect accurate cost;

- Purging inventories of publications that were not selling;

- Establishing controls over new publications;

- Reducing staff by some 13 percent; and

- Implementing an aggressive marketing program.

The Public Printer also announced that 12 consumer publications were being lowered in price and being entered into the Documents sales program.

Sawyer further noted that overall some publications will be reduced in price more than others.

Public Documents Highlights is circulated regularly primarily for librarians of the Federal Depository Library Program, and mailed at first class rates.

Material for use in this publication should be sent to the Editor, *Public Documents Highlights*, c/o Superintendent of Documents (SD), Government Printing Office, Washington, DC 20401.

DANFORD L. SAWYER, JR. Public Printer of the United States

MICHAEL F. DiMARIO Superintendent of Documents



Council members are (left to right): Johanna Thompson, Nancy Johnson, Janet Swanbeck, Richard Leacy, Sarah K. Peterson, Carol Turner and Steven D. Zink.



Other Council members are (left to right): Jeanne Isacco, Sandra K. Faull, Dr. Patricia E. Reeling, Ann Bregent, Richard H. Nicoles, Donna L. Bennett and Dennis L. Bruce.

JCP, GPO Officials Tell Depository Library Council Current Problems Being Resolved, Future Exciting

(This article represents only excerpts of various remarks.)

Officials of the Government Printing Office and the Joint Committee on Printing told the spring meeting of the Depository Library Council to the Public Printer that while current problems persist there is exciting hope for the future.

This theme was established at the onset of the semi-annual conference by William J. Barrett, Deputy Public Printer, formerly the Superintendent and Deputy Superintendent of Documents.



Barrett

Observing the 10th anniversary of the Council, Barrett declared, "The decade from 1983 to 1993 will provide a quantum leap for all of us. My guess is that the Government Printing Office will be greatly transformed."

Barrett said the GPO already has undergone a considerable transition to new technology in the decade just ending. "We are already looking at video discs, and interface gaps, and electronic communication," he asserted. "Our linotypes and monotypes have been replaced with sophisticated Video Comp 500's with superb text editing systems. There is every reason to believe that GPO will continue to move ahead at a rapid pace."

Turning to current problems, Barrett noted that there has been concern within the library community that GPO is planning to reduce the level of services provided to depository libraries, or that GPO will not continue to actively pursue the acquisition of documents for distribution to such libraries.

Misunderstanding

"This is a misunderstanding based on a decline in our recent budget request," he explained. "We do, in fact, anticipate a \$1.5 million reduction in funding requirements for the depository library distribution program in Fiscal Year 1984. However, this reduction will not affect the quality or quantity of services. We are simply now able to do more for less."

Barrett pointed out that this reduction is possible largely because of the success of GPO's microfiche conversion program and a decrease in the number of 1980 decennial census materials being printed. "Because of these two factors," he said, "we anticipate that our printing expenses alone will decrease in Fiscal Year 1984 by approximately \$900,000."

He also touched on the subject of maps. He asserted that GPO has not stopped in its efforts to examine the consolidation of Federal Government map distribution through the depository program. "We have been meeting regularly on this," according to him, "and as soon as we receive the survey results from the JCP we should be able to put the final touches on this program."

As to the issue of an interagency agreement between GPO and the Department of Energy, one has been prepared, Barrett noted. "We hope this will resolve all the questions surrounding this issue and further issues about material such as this will be more quickly resolved," he added.

DiMario Notes Change

Superintendent of Documents Michael F. DiMario told the attendees that GPO is



DiMario

striving hard to resolve cataloging standards. "We have a good system in place throughout GPO," he said, "but we are going through an enormous change in technology and evolution that will result in serving the public better." He added that "we must continue to move forward."

DiMario asserted that the *Monthly Catalog* is the best tool for all elements of the library community despite some drawbacks to certain segments.

He also noted a good working relationship not only with the JCP but also with GPO's customer agencies. "This enables us to develop a unified position," he said.

Turning to recommendations of a task force appointed by Public Printer Danford L. Sawyer, Jr. to develop improved methods of pricing and distributing Federal Government documents, he called this a "substantial achievement" and detailed the group's findings. (A separate story on this appears elsewhere in *Highlights*.)



Kadec

Challenge By Kadec

Sarah T. Kadec, Director of the Library Programs Service, while reviewing current situations, issued a general challenge to the attendees: "It is up to us to meet the challenges of the future. We cannot do this by

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An attentive audience listened to the proceedings of the Council at its Spring meeting April 27-29 at the Sheraton National Hotel.

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becoming obsessed with details of our past activities and procedures, or by living with our old programs. We must . . . determine the future if we are to pretend to satisfy the needs of the citizens of today and tomorrow."

She said a number of perennial issues had been resolved, including:

Publications Reference File—Issued bi-monthly, it features bi-weekly updates in microfiche. "We are not typing a new shipping list for this but will include it in the next shipment," she explained.

Maps—Surveys will be conducted for geographical areas to determine individual distribution needs. "This could take 6 weeks to 2 months," she noted.

Department of Energy Agreement—An agreement between the GPO and the DOE provides for microfiche versions of DOE scientific and technical documents to depository libraries. "These will not have SUDOCs numbers at first, but eventually they will be in the header," she explained. Also, DOE will sell foreign documents separately.

Inspections—This program is being reevaluated with a view towards redesignating inspections as visitations or compliance reviews as soon as inspectors resume their travel after having carried out a number of projects designed to improve internal procedures and general services to depository libraries. With inspections resuming in May, about 200 visits a year are planned, resulting in a 7-year cycle. These would include some followups (a new idea) as well as visits to non-bylaws libraries. She explained this

meant some libraries may be visited several times.

Cooperative Cataloging—A meeting with involved agencies is scheduled.

Microfiche Conversion—Four sets of guidelines have been developed and no single one was being used for conversion decisions, she said. Instruction 13, involving formatting, is being revised and will be strictly followed in making format decisions, she added.

Administrative Notes—These will be issued more frequently and will be more timely. "They will reflect changes but not general programs or policy," she said.

LPS Senses Concern

Noting that "the Library Programs Service senses your concerns, your needs, and our responsibilities," Kadec listed programs and activities "I feel we must undertake together over the next few years the accomplishment of both the goals of the GPO and the depository libraries."

She asserted that LPS must streamline its internal activities to assure immediate distribution and processing. At the same time, Kadec asserted that "you, the GPO, the library community and the other communities of interest must examine the information descriptions and handling techniques appropriate to this century and to this age."

She listed such rhetorical questions as: What will be needed to identify and make information readily available? What role will Federal documents play? Is our present system of description adequate? What changes should be made over the next few years?

"We can no longer continue to build tools which will not be used, to insist on patterns

of librarianship which are no longer understood, relevant or useful to the community of users at large," she declared.

Kadec envisioned extended use of data bases as well as improved quality control. "We are developing new goals and objectives, formulating new plans and procedures and identifying the technologies best able to support these," she concluded.

JCP Regs Revised

Anthony Zagami, General Counsel of the JCP, told the group that the Printing and Binding Regulations are being revised for the first time since 1977. A draft will be circulated for comment by mid-summer, with final revisions due by the end of the year, he said.

According to Zagami, several sections are being developed dealing with distribution of documents and the depository library system because the only references to these are in Title 44 of the United States Code. Also, there are recommendations for uniform indexing and cataloging as well as title pages, he added.

Padgett Lists Activities

Faye Padgett, Assistant Staff Director of the JCP, enumerated a long list of activities:

Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases, chaired by Bernadine Hoduski. (Separate story elsewhere in *Highlights*.)

Paragraph 38 of the JCP Printing and Binding Regulations—The issue of waivers to private publishers is being studied. More waiver requests are coming in, and the JCP is reviewing these. In addition, the Equal Employment Opportunity Commission's decisions have not been printed because that agency does not have the funds. The JCP is considering a waiver for a private firm that would produce the decisions in fiche with an index.

Bookstores—The General Accounting Office report has not yet been received at the GPO because it is being circulated for final internal review at the GAO at this time.

Documents Pricing—The General Accounting Office has been asked to conduct a study of documents pricing in conjunction with the GPO. The report will consider private sector pricing initiatives and should be useful to the GPO in developing its revised sales formulas, to be released in October. (See separate story elsewhere in *Highlights*.)

Automated Congressional Indexing—The first phase has been completed.

Maps—In an effort to eliminate duplications in distribution, a survey was conducted revealing a 70 percent overlap. Of the 993 responses to the survey, 625 libraries indicated they wanted to receive maps, while 362 did not.

Ad Hoc Committee Will Study Access To Federal Automated Data Bases For Depository Libraries

Bernadine Hoduski, staff member of the Joint Committee on Printing, has been named by JCP Chairman Augustus F. Hawkins to chair a newly formed Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases.

Congressman Hawkins said the purpose of the committee is to evaluate the feasibility and desirability of providing access to Government information in electronic formats to Federal depository libraries.

Specifically, the committee will be asked to determine:

- What and how much Federal Government information is in electronic format?
- Do depository libraries have the ability to access to the new formats?
- What are the costs and benefits of providing information in electronic format?

The committee also will identify major policy areas which need to be addressed to meet the intent of Title 44 of the United States Code, which governs Federal printing, the JCP chairman explained. The intent is to make Government information publicly available at no cost to citizens through the depository library system, he added.

Members of the committee represent the library community, the private sector and Government agencies. They are, in alphabetical order:

Boyd L. Alexander, House Information Systems, Committee on House Administration, U.S. House of Representatives;

Dennis Chastain, Deputy Director, Data Systems Services, Government Printing Office;

Margaret H. Conyngham, librarian, the Nuclear Regulatory Commission, representing the Special Library Association;

USIA Bookstore Scheduled To be Relocated Soon

The GPO bookstore being relocated from the United States Information Agency building will become the third to be situated in a commercial setting. The new site is expected to be within the general vicinity of the USIA location.

Having been in the USIA building at 1776 Pennsylvania Ave. in downtown Washington, D.C. since April 27, 1947, this bookstore is the third oldest in the same location. Only the main bookstore in GPO's Central Office Complex, which opened in 1921, and the facility at the Department of Commerce, dating from 1946, outrank it in longevity.

Harry B. DeMaio, Director, Data Security Programs, IBM, representing the Computers and Business Equipment Manufacturers Association;

Michael G. Garland, Chief, Data User Services Division, Bureau of the Census;

Anthony L. Harvey, Senate Committee on Rules and Administration, U.S. Senate;

Sarah T. Kadec, Director, Library Programs Service, Superintendent of Documents, Government Printing Office;

William S. Lawson, Administrator for Documentation, Patent and Trademark Office;

Richard Leacy, documents librarian, Geor-

gia Institute of Technology, representing the Depository Library Council to the Public Printer;

Steve Margeton, librarian, Steptoe & Johnson, representing the American Association of Law Libraries;

Joseph W. Price, Chief, Science and Technology Division, Library of Congress;

Kenyon C. Rosenberg, Associate Director, Bibliographic and Document Services, National Technical Information Service;

Judith Rowe, Associate Director, Social Science User Services, Princeton University, representing the American Library Association;

Judith Russell, Information Industry Association; and

William M. Vaden, Deputy Manager, Technical Information Center, Department of Energy.

File of Deleted Documents Sales Publications Are Being Issued Under New PRF Title

By Thomas A. Downing
Chief
Bibliographic Control Section

Depository Libraries will soon receive copies of the *Out-of-Print GPO Sales Publications Reference File* (formerly entitled the *Exhausted GPO Sales Publications Reference File*, or EPRF).

The title change from "Exhausted" to "Out-of-Print" was made to reflect terminology that is in keeping with library and book trade usage. Although issued under a different title, the usefulness of this resource and its relationship to the first issue of the EPRF remains unchanged.

The *Out-of-Print GPO Sales Publications Reference File* was first issued to depositories in 1980 as the EPRF, and included more than 25,000 bibliographic records that had been deleted from the *GPO Sales Publications Reference File* (PRF). These records represented documents that had been unavailable for sale or "exhausted" from the years 1972 through 1978.

Since this initial issue, three additional sets have been published, each of which supersedes the previous issue and supplements the 1980 edition. Records included in these products were deleted from the "active" PRF to assure the value of the file as a bibliographic resource that provides access to, and describes, currently available sales publications.

The 1983 set contains 7,171 records deleted from the PRF between January 1979 and December 1981, as well as cumulated data of approximately 36,000 records purged from the PRF from January 1979 through December 1980. This issue supplements the

1980 edition and should be retained until receipt of the 1984 edition.

When used with current PRF bimonthly issues and the 1980 edition of the EPRF, the *Out-of-Print GPO Sales Publications Reference File* provides access to more than 68,000 titles chosen for sale during the past 13 years. Although PRF bibliographic records are not intended to provide definitive descriptive cataloging, they do offer users quick and effective subject and title access to thousands of important U.S. documents of frequent interest to library patrons.

Consumer Information Center Loses Free Ag Publications

The Consumer Information Center, which is operated by the Government Printing Office's Pueblo, Colo., facility for the General Services Administration, no longer features free publications from the Department of Agriculture.

The curtailment is expected to save the Department about \$850,000 a year. While some free publications may be distributed by Agriculture from its own facilities, others may go on sale for the first time under a special test pricing program later this year.

These free Agriculture publications represented about a fourth of the center's activity and constitute about 95 percent of the Department's free publications.

Among the titles no longer for free are four of the five most popular booklets: "How to Buy Economically: A Food Buyer's Guide," "Home Food Preservation," "Growing Your Own Vegetables" and "Food is More Than Something to Eat."

Depository Council Passes Variety of Resolutions

(Continued from Page 1)

ington, D.C. area. Former Superintendent of Documents William J. Barrett, now Deputy Public Printer, explained that generally the spring meeting is held somewhere other than in the National Capital area "but was located here because at the time it was planned the GPO was in a financial crunch." He said relocation of spring meetings will resume in 1984.

The Council passed a series of resolutions, all but one unanimously. In an 8-6 vote following a spirited open discussion involving members as well as the audience, the Council approved a recommendation from the Bibliographic Control Committee that "... GPO reverse its decision to incorporate the United States Senate's recently developed internal numbering system in the classification of hearings and committee prints. If not reversed, this decision will result in the elimination of any meaningful subject shelf arrangement of this body of heavily used materials."

(THE OFFICIAL SUMMARY WILL BE PUBLISHED WHEN AVAILABLE.)

Other resolutions include:

(From the Depository Library Systems Committee)

1. The Depository Library Council recommends to the Public Printer that several slide-tape modules be developed based on various aspects of depository library services, such as acquisitions, bibliographic instruction, cataloging, and general operations of LPS, which could then be utilized for education and training programs. Council members and the depository library community will cooperate in the development of the scripts.

2. The Depository Library Council commends the Library Programs Service for working so diligently in developing outstanding workshops. (Workshops tentatively are scheduled for Sept. 12-15, Oct. 17-20 and Nov. 14-17.)

3. WHEREAS, the inspection program provides professional reinforcement for the documents librarian; and

WHEREAS, the inspection program enhances administrative support for depository library programs; and

WHEREAS, the inspection program creates awareness of comparable library programs and services and provides expertise in the area of documents administration,

BE IT THEREFORE RESOLVED, that the inspection program be continued on a regular basis of every 3-5 years for all depository libraries.

(From the Government Operations Committee)

1. WHEREAS, the Joint Committee on Printing is currently reviewing their printing and binding regulations; and

WHEREAS, these regulations govern depository libraries and the distribution of government publications; and

WHEREAS, the Government Printing Office will be given an opportunity to review and comment upon the regulations; and

WHEREAS, all depository libraries also have a responsibility to review and comment upon the regulations; and

WHEREAS, these regulations originate with a legislative body and are, therefore, not published in the *Federal Register*,

BE IT THEREFORE RESOLVED, that the Government Printing Office print and distribute to depository libraries for public comment the draft regulations as soon as the Joint Committee on Printing makes them available.

2. While supporting and endorsing the efforts of the Government Printing Office to take advantage of new binding technology, we strongly recommend that the Government Printing Office resume printing essential information on the covers of the following publications (listed in priority order):

List of Sections Affected: Resume printing a listing of the titles of sections affected on the cover;

Federal Register: Resume printing pages included in each issue on the cover;

Congressional Record: Resume printing pages included in each issue on the cover.

3. WHEREAS, the Depository Library Council in resolutions from earlier meetings has expressed support for obtaining access of federally produced automated data bases,

BE IT THEREFORE RESOLVED, that the Council endorses the Government Printing Office's participation in the Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases. (See separate story.)

4. The Depository Library Council encourages the efforts of the Library Programs Services in developing a comprehensive Automated Data Processing system which will have internally compatible elements with portions of the system eventually accessible to depository libraries.

(From the Bibliographic Control Committee)

1. Depository Library Council supports GPO's efforts to establish cataloging priorities. Council also recommends that a statement of priorities be distributed to Council for comment prior to implementation and distribution to depository libraries.

2. Depository Library Council recommends that GPO investigate and report on the use of and evaluate the continued need for multiple document identification numbers, such as item number, SUDOC number, stock number and *Monthly Catalog* entry number, by both GPO and individual depository libraries.

3. Depository Library Council recommends that GPO reverse its decision to incorporate the United States Senate's recently developed internal numbering system . . .

4. Depository Library Council recommends that GPO distribute its classification manual to depository libraries.

5. Since the Library Programs Service is currently engaged in reviewing the level of its cataloging, Depository Library Council recommends that GPO continue to catalog United States Government publications in cooperation with the Library of Congress and that GPO catalog at, or exceeding, the current level. Council also recommends consideration by GPO, in conjunction with the Library of Congress, of the discontinuation of personal name authority work for all names, except those which would cause searching problems, due to their form. Council further recommends that GPO participate in the Library of Congress's proposed cooperative subject access program.



Watts

